



MINUTES
of the
JOINT MEETING OF THE
DEPARTMENT OF PUBLIC WORKS SUBCOMMITTEE
&
TOWN COUNCIL
TOWN OF SOUTHBRIDGE
September 18, 2023

Recording: Click [HERE](#) to view the recording of this meeting.

1. CALL TO ORDER The Joint meeting of the Southbridge DPW Subcommittee and Town Council met on September 18, 2023, at Southbridge Town Hall. Chair Adams called the meeting to order at 6:00pm.

2. Roll Call: 3 voting members present.

DPW Subcommittee Members	Present	Others Present	Present
David Adams, Chair, Council Member	Yes	Richard Benoit, DPW Director	Yes
George Chenier, Council Member	Yes	Jack Jovan, Town Manager	Yes
John Daniel, Council Member	Yes	Richard Benoit, DPW Director	Yes
William Cote, Citizen Member		Peg Dean, CDBG/ED Coordinator	Yes
Steve Lazo, Citizen Member		Kristine Russell, Town Accountant	Yes
		Greg Russell, VHB	Yes
Town Council Members			
Ariel Ortiz, Council Member	Absent	Michael Marketti, Council Member	Yes
Joseph Daou, Council Member	Yes	Michael Montigny, Council Member	Yes
Scott Lazo, Council Member	Yes	Jasmin Rivas, Council Member	Absent

3. Vote to approve the August 16, 2023 Meeting Minutes

Not available so no action taken.

Mr. Chenier moved to move Agenda Items 10, 11, & 12 to this position on the agenda. Councilor Daniel seconded, and the motion passed unanimously by a show of hands vote.

10. Discuss/review recommendation to Town Council to approve a change order for \$173,000 to VHB's design contract for the TIP project #608778 to complete the Right of Way work for TIP #608778 and TIP #608862 using funds raised at the May 23, 2022 Town Council meeting for "TIP Construction Phase and ROW Acquisition Costs Hook & Hamilton" and allow the Town Manager to sign all related paperwork. Councilor. Chenier moved to vote this item. Councilor Daniel seconded.

Ms. Dean reviewed the history of this request and the changes that were made to the change order.

Mr. Russell provided the details of the funding of the project, as well as the bridge project on Mill Street. He reviewed other projects that he had been involved in for DOT TIP and the timeline and process for upcoming projects in Town.

There were several questions and discussion about the various projects in town.

27 Councilor Lazo spoke about the DPW Director now providing oversight and expressed support for the
28 projects because of this.

29 Councilor Marketti spoke about previous problems with VHB oversight of their work. There was a
30 discussion of this issue.

31 Mr. Jovan spoke in support of the projects going forward because of the new DPW Director and Town
32 Manager who can provide enhanced oversight.

33 *The motion passed unanimously by a show of hands vote.*

- 34 **11. Discuss/review recommendation to Town Council to approve a change order for \$135,000 to**
35 **McClure's design contract for East Main Street from Case Street to the rotary and allow the Town**
36 **Manager to sign all related documents. Councilor. Chenier moved to vote this item. Councilor Daniel**
37 **seconded.**

38 Ms. Dean explained the purpose of this request, and outlined the other funding that is part of this project.

39 Councilor Marketti asked if the change order is covered under the MassWorks grant. He also made a
40 suggestion about waiting on this change order until another related project is started. Ms. Dean explained
41 that this is covered by the MassWorks grant. This was discussed along with the overall funding and project.

42 *The motion passed unanimously by a show of hands vote.*

- 43 **12. Discuss/Recommend to approve a change order to Guardian's contract for \$4,375 using Town**
44 **Council reserves account, 001132-578100, and an extension to the contract to October 20, 2023**
45 **after discovering the Softball Light poles are currently not grounded. Councilor Chenier moved to**
46 **vote this item. Councilor Daniel seconded.**

47 Mr. Jovan explained the history and reason for this request. He explained that he is requesting the funds
48 from the Town Council Reserve account because it was the most expeditious way to fund this, although
49 other funds could be used.

50 Councilor Marketti asked if the Softball Association should be involved in funding this repair. Mr. Jovan said
51 it is his position that it is Town property and the Town is responsible because this was incorrectly done
52 initially.

53 Councilor Adams asked about the remaining amount in the Town Council Reserve, and Mr. Jovan
54 explained the balance.

55 *The motion passed unanimously by a show of hands vote.*

- 56 **4. Review/discuss the bid from MPC Services Inc to provide HVAC system & control maintenance for**
57 **various town buildings and entertain a motion to Town Council to recommend awarding the contract**
58 **to MPC Services Inc. and allow the Town Manager to sign all related documents. Councilor Chenier**
59 **moved to vote this item. Councilor Adams seconded.**

60 Mr. Jovan reviewed the history of this item and said all the buildings are accounted for, the airport diner is
61 not included, and confirmed the contract term. There was a discussion of the contract.

62 Councilor Marketti said that this item was voted on by Town Council on August 21, 2023 and questioned
63 why this was being voted on again. It was clarified that that agenda item was postponed in August.

64 *The motion passed unanimously by a show of hands vote.*

- 65 **5. Review/discuss a proposal to improve/pave a section of Guelphwood Rd beginning at its**
66 **intersection with Torrey Rd heading northeast to its terminus at the swamp. Funding through**
67 **Chapter 90 with an estimated project cost of \$650,845, Proposed work to be completed by Pioppi**
68 **Construction utilizing price quantities extended from prior years contract. Work to be completed**
69 **before cold weather. Entertain a motion to Town Council for approval. Councilor Chenier moved to**
70 **vote this item. Councilor Adams seconded.**

71 Mr. Jovan explained that the road needs repairs and is unsafe.

72 Mr. Benoit explained that he had submitted this project to the State for Chapter 90 approval, and it was
73 approved. There was a discussion of the project and funding.

74 There was a discussion of the road needs throughout Town.

75 *The motion passed unanimously by a show of hands vote.*

- 76 **6. Review/discuss Memorandum of agreement (MOA) with the MassDOT Forward grant program for**
77 **acceptance of a Dynamic Radar Speed Feedback Mini Trailer to be utilized/maintained per the**
78 **agreement by the Department of Public Works. Entertain a motion to the Town Council to**
79 **recommend approval for the Town Manager to sign all required documents.** *Councilor Chenier*
80 *moved to vote this item. Councilor Daniel seconded.*

81 Mr. Jovan explained that this sign will be on a trailer so it can be moved to different locations around town.

82 Mr. Benoit explained the grant for this item and outlined the requirements of the grant.

83 Gus Steeves asked how the unit would be maintained. Mr. Benoit said it is solar and outlined the
84 maintenance plan for the unit.

85 *The motion passed unanimously by a show of hands vote.*

- 86 **7. Review/discuss quotes for the purchase of a front-end loader by the DPW. Replace #33 a 1988**
87 **Caterpillar 950 loader that has been removed from service due to safety issues caused by**
88 **excessive corrosion. Entertain a motion to Town Council for approval.** *Councilor Daniel moved to*
89 *vote this item. Councilor Chenier seconded.*

90 Mr. Jovan reviewed the issue and said Mr. Benoit has found a used vehicle that is suitable, available, and
91 can be acquired before winter. This will avoid rental costs and is less expensive than buying a new loader.

92 Councilor Adams said ARPA had already set aside \$275,000 to fund a front loader. There was a
93 discussion of how to handle the DPW's vote with the ARPA Committee.

94 Mr. Benoit reviewed the search he had done to find the vehicle being recommended.

95 *The motion passed unanimously by a show of hands vote.*

- 96 **8. Review/discuss FY24 Treated Sodium Chloride Road Salt contract with Leed Salt with contracted**
97 **price of \$94.70 per ton pursuant to the existing Oxford Cooperative bid. Entertain a motion to Town**
98 **Council for approval.** *Councilor Chenier moved to vote this item. Councilor Daniel seconded.*

99 Mr. Jovan explained that this is less than the State bid since Southbridge participates in the Cooperative.

100 Mr. Benoit explained the salt in this Agenda Item has a lower freezing temperature than the salt in Agenda
101 Item #9, below.

102 *The motion passed unanimously by a show of hands vote.*

- 103 **9. Review/discuss FY24 untreated road salt contract to Eastern Salt Co. at \$68 per ton pursuant to the**
104 **State Bid List. Entertain a motion to Town Council for approval.** *Councilor Chenier moved to vote this*
105 *item. Councilor Daniel seconded. The motion passed unanimously by a show of hands vote.*

106 Councilor Chenier asked for several updates from Mr. Jovan to be on the next agenda.

107 ADJOURNMENT

108 ***Motion:*** *Councilor Chenier moved to adjourn the meeting of the Southbridge DPW Subcommittee.*
109 *Councilor Daniel seconded, and the motion passed unanimously by a show of hands vote. The*
110 *meeting was adjourned at 7:05pm.*

111 Respectfully submitted by,
112 Susan Peghiny, Recording Clerk
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